



BUDGET

2023

**Working together
for a better Ottawa**

**Planning and Housing
Committee**

Tabled February 1, 2023

DRAFT

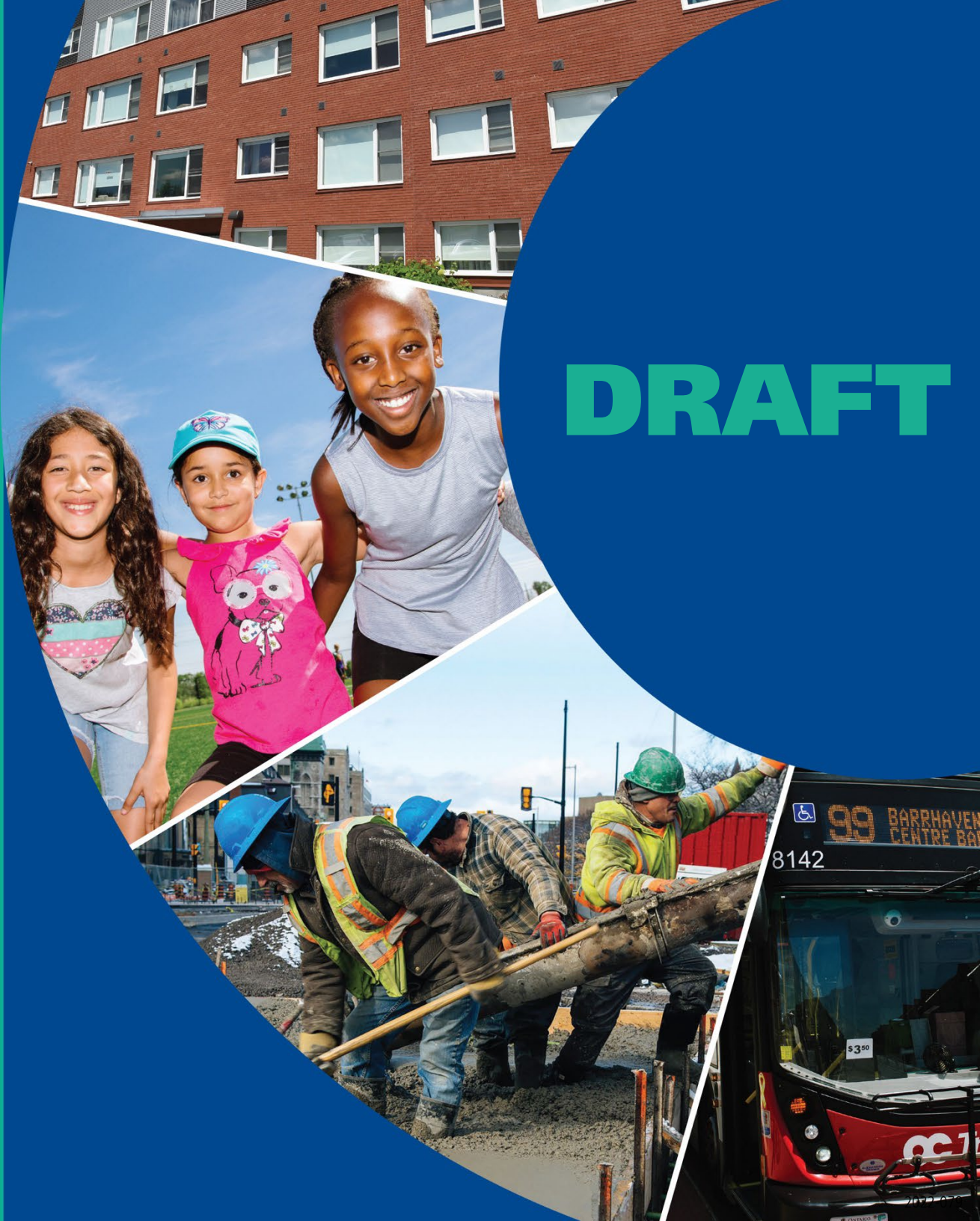


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Planning and Housing Committee

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Planning, Real Estate and Economic Development Department

2023 Service Area Summary - Right of Way, Heritage and Urban Design Services

Right of Way, Heritage and Urban Design Services is part of the Planning, Real Estate and Economic Development (PRED) Department, a department that champions the city-building priorities from planning and managing development opportunities and transportation infrastructure, to managing City real estate for population growth and economic prosperity.

Right of Way, Heritage and Urban Design Services is responsible for building a vibrant and safe public realm to protect and enhance Ottawa's legacy.

Programs/Services Offered

Inspections

Provides direct inspection and coordination for:

- Project Managers, Consultants, Contractors, and other City departments through all phases of the delivery of City capital projects
- The construction of municipal infrastructure related to private development
- Road cut reinstatements

Right of Way

- Manages the Municipal Consent and permitting process for utility works being undertaken within the road right of way, including the utility circulation process
- Administers the approval and issuance of permits governing the right of way, such as road cut permits, over dimensional vehicles and temporary encroachments

Public Realm and Urban Design

Oversees programs related to:

- Above-ground public realm regulation (such as the right of way patio program, private approaches program and signs in the right of way)
- Public realm master plans and public realm beautification
- The provision of urban design review including input to the development review and planning policy processes, the preparation of urban design guidelines and studies, and the administration of the City of Ottawa Urban Design Review Panel

Heritage Planning

- Manages all heritage applications and permits as required under the Ontario Heritage Act
- Provides input to relevant development review applications
- Prepares heritage conservation district plans and studies related to heritage
- Delivers and manages the heritage designation process
- Oversees the heritage grant and Heritage Community Improvement Plan programs

Surveys and Mapping

- Provides land information expertise, vital geographic data, and related services to support the City of Ottawa's internal operations, and external client needs
- Services include procuring, maintaining, and distributing essential geographic data using specialized applications

Geospatial Analytics, Technology and Solutions

- Promotes understanding and collaboration using advanced geospatial (GIS) and data science tools and technology
- Provides expert services and solutions in visualization, data, analytics and applications to support city building and emergency operations
- Maintains and provides critical spatial information such as water and wastewater network, zoning, composite utility drawings and oversees the Geoinformation Centre on geoOttawa (drawings and reports)

City of Ottawa
Planning, Real Estate & Economic Development Department
Right of Way, Heritage and Urban Design - Operating Resource Requirement
In Thousands (\$000)

	2021	2022		2023	\$ Change over 2022 Budget
	Actual	Forecast	Budget	Estimate	
Expenditures by Program					
Manager's Office	311	286	286	461	175
Surveys and Mapping	3,470	3,439	3,444	3,534	90
Heritage Planning	1,204	1,466	1,466	1,440	(26)
Public Realm & Urban Design	2,237	2,111	2,207	2,132	(75)
Right of Way	2,677	3,320	3,288	3,428	140
Inspections	7,783	8,109	8,122	8,256	134
Geospatial Analytics, Tech & Solutions	2,507	2,709	2,747	2,889	142
Gross Expenditure	20,189	21,440	21,560	22,140	580
Recoveries & Allocations	(6,286)	(6,216)	(6,216)	(6,301)	(85)
Revenue	(14,672)	(16,169)	(14,669)	(15,574)	(905)
Net Requirement	(769)	(945)	675	265	(410)
Expenditures by Type					
Salaries, Wages & Benefits	18,026	18,331	18,331	18,856	525
Overtime	551	463	463	463	0
Material & Services	771	1,126	1,246	1,291	45
Transfers/Grants/Financial Charges	246	355	355	300	(55)
Fleet Costs	386	384	384	449	65
Program Facility Costs	0	0	0	0	0
Other Internal Costs	209	781	781	781	0
Gross Expenditures	20,189	21,440	21,560	22,140	580
Recoveries & Allocations	(6,286)	(6,216)	(6,216)	(6,301)	(85)
Net Expenditure	13,903	15,224	15,344	15,839	495
Revenues By Type					
Federal	0	0	0	0	0
Provincial	0	0	0	0	0
Own Funds	0	(55)	(55)	(175)	(120)
Fees and Services	(14,672)	(16,114)	(14,614)	(15,399)	(785)
Fines	0	0	0	0	0
Other	0	0	0	0	0
Total Revenue	(14,672)	(16,169)	(14,669)	(15,574)	(905)
Net Requirement	(769)	(945)	675	265	(410)
Full Time Equivalents			163.76	164.76	1.00

City of Ottawa
Planning, Real Estate & Economic Development Department
Right of Way, Heritage and Urban Design - User Fees

	2021 Rate \$	2022 Rate \$	2023 Rate \$	% Change Over 2022	% Change Over 2021	Effective Date	2023 Revenue (\$000)
Heritage Applications							
Heritage Confirmation Letter	213.00	218.00	222.00	1.8%	4.2%	01-Apr-23	
Delegated Authority Permits: Alterations	268.00	274.00	279.00	1.8%	4.1%	01-Apr-23	
Delegated Authority Permits: Additions	803.00	821.00	837.00	1.9%	4.2%	01-Apr-23	
Minor Alterations (that require Built Heritage Sub-Committee/Council approval)	2,243.00	2,295.00	2,340.00	2.0%	4.3%	01-Apr-23	
Major Alterations (that require Built Heritage Sub-Committee/Council approval)	8,560.00	8,757.00	8,930.00	2.0%	4.3%	01-Apr-23	
Demolition - Part IV/Grade 1/Contributing	13,375.00	13,683.00	13,954.00	2.0%	4.3%	01-Apr-23	
Demolition - Grade 2/Non-Contributing	2,675.00	2,737.00	2,791.00	2.0%	4.3%	01-Apr-23	
New Construction in Heritage Conservation District: Small scale	3,210.00	3,284.00	3,349.00	2.0%	4.3%	01-Apr-23	
New Construction in Heritage Conservation District: Medium scale	5,350.00	5,473.00	5,581.00	2.0%	4.3%	01-Apr-23	
New Construction in Heritage Conservation District: Large scale	8,560.00	8,757.00	8,930.00	2.0%	4.3%	01-Apr-23	
Home Builder's Wayfinding Sign permit							
Processing and technical review	131.00	134.00	137.00	2.2%	4.6%	01-Apr-23	
Per annum/sign	1,460.00	1,500.00	1,530.00	2.0%	4.8%	01-Apr-23	
Annual renewal fee	1,460.00	1,500.00	1,530.00	2.0%	4.8%	01-Apr-23	
Directional Farm Sign Fees							
Application fee per sign	109.00	112.00	114.00	1.8%	4.6%	01-Apr-23	
Banner Sign Fees							
Processing and technical review fee /group	68.00	70.00	71.00	1.4%	4.4%	01-Apr-23	
Inspection fee/group	68.00	70.00	71.00	1.4%	4.4%	01-Apr-23	

City of Ottawa
 Planning, Real Estate & Economic Development Department
 Right of Way, Heritage and Urban Design - User Fees

	2021 Rate \$	2022 Rate \$	2023 Rate \$	% Change Over 2022	% Change Over 2021	Effective Date	2023 Revenue (\$000)
Outdoor Patio							
First time review fee	372.00	381.00	389.00	2.1%	4.6%	01-Apr-23	
First time review fee with public circulation	372.00	381.00	389.00	2.1%	4.6%	01-Apr-23	
Permit processing fee	68.00	70.00	71.00	1.4%	4.4%	01-Apr-23	
Summer Monthly Rental (April to October) per sqm	-	-	15.08	100.0%	0.0%	01-Apr-23	
Winter Monthly Rental (November to March) per sqm	-	-	4.85	100.0%	0.0%	01-Apr-23	
Summer Monthly Rental (April to October) per sqm - ByWard Market District	-	-	-	0.0%	0.0%	01-Apr-23	
Winter Monthly Rental (November to March) per sqm - ByWard Market District	-	-	-	0.0%	0.0%	01-Apr-23	
Café Seating							
Permit processing fee	68.00	70.00	71.00	1.4%	4.4%	01-Apr-23	
Per annum fee	-	-	178.00	100.0%	0.0%	01-Apr-23	
Parklets							
Permit processing fee	68.00	70.00	71.00	1.4%	4.4%	01-Apr-23	
Per annum fee	-	-	178.00	100.0%	0.0%	01-Apr-23	
Tourist Information Kiosk							
Rental on Roadway or Sidewalk per	1.75	1.79	1.83	2.0%	4.3%	01-Apr-23	
Rental on unimproved Boulevard per sqm/day	0.75	0.77	0.78	2.0%	4.3%	01-Apr-23	
Customer Service Box							
Newspaper Vending/Courier/Drop/Publication Distribution	104.00	106.00	108.00	1.9%	3.8%	01-Apr-23	
Removal Cost	104.00	106.00	108.00	1.9%	3.8%	01-Apr-23	
Surface Encroachment/Construction							
Rental on Sidewalk per sqm/day	1.75	1.79	1.83	2.0%	4.3%	01-Apr-23	
Rental on Boulevard per sqm/day	0.75	0.77	0.78	2.0%	4.3%	01-Apr-23	
Minimum Rental Charge daily	35.00	36.00	37.00	2.8%	5.7%	01-Apr-23	
Temporary Construction Encroachment Permit Application Fees							
Application - Simple	68.00	85.00	88.00	3.5%	29.4%	01-Apr-23	
Application - Complex	68.00	855.00	877.00	2.6%	1189.7%	01-Apr-23	

City of Ottawa
 Planning, Real Estate & Economic Development Department
 Right of Way, Heritage and Urban Design - User Fees

	2021 Rate \$	2022 Rate \$	2023 Rate \$	% Change Over 2022	% Change Over 2021	Effective Date	2023 Revenue (\$000)
Annual Permanent Encroachment Fees							
3 stories or less charge per sqm	9.40	9.62	9.81	2.0%	4.3%	01-Apr-23	
Minimum charge	43.00	44.00	45.00	2.3%	4.7%	01-Apr-23	
More than 3 stories - encroachment less than 0.279 m2	82.00	84.00	86.00	2.4%	4.9%	01-Apr-23	
More than 3 stories - encroachment equal to or greater than 0.279 m2	164.00	168.00	171.00	1.8%	4.3%	01-Apr-23	
Permit Technical Review Fee	622.00	636.00	649.00	2.0%	4.3%	01-Apr-23	
Surface-Commercial							
Encroachment less than 0.279 m2	82.00	84.00	86.00	2.4%	4.9%	01-Apr-23	
Encroachment equal to or greater than 0.279 m2	164.00	168.00	171.00	1.8%	4.3%	01-Apr-23	
Permit Technical Review Fee	622.00	636.00	649.00	2.0%	4.3%	01-Apr-23	
Surface-Residential							
More than 3 stories - encroachment less than 1m2	67.00	69.00	70.00	1.4%	4.5%	01-Apr-23	
More than 3 stories - encroachment equal to or greater than 1m2	136.00	139.00	142.00	2.2%	4.4%	01-Apr-23	
Permit Technical Review Fee	622.00	636.00	649.00	2.0%	4.3%	01-Apr-23	
Subsurface-Commercial							
Encroachment less than 0.279 m2	97.00	99.00	101.00	2.0%	4.1%	01-Apr-23	
Encroachment equal to or greater than 0.279 m2	163.00	167.00	170.00	1.8%	4.3%	01-Apr-23	
Permit Technical Review Fee	622.00	636.00	649.00	2.0%	4.3%	01-Apr-23	
Subsurface-Residential							
Encroachment Fee charge per sqm	9.40	9.62	9.81	2.0%	4.4%	01-Apr-23	
Minimum charge	43.00	44.00	45.00	2.3%	4.7%	01-Apr-23	
Special Vehicle Permits							
Annual	350.00	358.00	365.00	2.0%	4.3%	01-Apr-23	
Project	265.00	271.00	276.00	1.8%	4.2%	01-Apr-23	
Single Trip	107.00	109.00	111.00	1.8%	3.7%	01-Apr-23	
Single Trip – Super Load	848.00	868.00	885.00	2.0%	4.4%	01-Apr-23	

City of Ottawa
 Planning, Real Estate & Economic Development Department
 Right of Way, Heritage and Urban Design - User Fees

	2021 Rate \$	2022 Rate \$	2023 Rate \$	% Change Over 2022	% Change Over 2021	Effective Date	2023 Revenue (\$000)
Private Approach Permit Fees							
Single Detached Dwellings	178.00	182.00	186.00	2.2%	4.5%	01-Apr-23	
Commercial, Industrial & Multi-residential							
(i) up to and including 49 parking spaces	309.00	316.00	322.00	1.9%	4.2%	01-Apr-23	
(ii) 50-99 parking spaces	618.00	632.00	645.00	2.1%	4.4%	01-Apr-23	
(iii) 100 parking spaces or more	788.00	806.00	822.00	2.0%	4.3%	01-Apr-23	
Inspect fee for culvert installation	104.00	106.00	108.00	1.9%	3.8%	01-Apr-23	
Temporary Access	178.00	182.00	186.00	2.2%	4.5%	01-Apr-23	
Removal of Redundant Access	178.00	182.00	186.00	2.2%	4.5%	01-Apr-23	
Road Cut Fees							
Road Cut Permit Fee - Per Street Segment	\$476.00 (for 10 street segments)	236.00	275.00	16.5%	N/A	01-Apr-23	
Temporary Road Closure Application Fee		1,090.00	1,112.00	2.0%	100.0%	01-Apr-23	
Sewer and Water Inspection Fees							
Sewer Permit Fees	224.00	229.00	234.00	2.2%	4.5%	01-Apr-23	
Water Permit Fees	224.00	229.00	234.00	2.2%	4.5%	01-Apr-23	
ROW Damage Deposit							
ROW Damage Deposit Amount - Per vertically divided unit	3,000.00	3,000.00	3,059.00	2.0%	2.0%	01-Apr-23	
ROW Damage Deposit Administrative Fee	-	110.00	112.00	1.8%	100.0%	01-Apr-23	
Annual Utility Duct Usage Fee (per cable)							
per 30m of Conduit	23.99	24.54	25.03	2.0%	4.3%	01-Apr-23	
License of Occupation Legal Agreement Preparation	1,104.00	1,129.00	1,151.00	1.9%	4.3%	01-Apr-23	
License of Occupation Renewal	522.00	534.00	545.00	2.1%	4.4%	01-Apr-23	

City of Ottawa
 Planning, Real Estate & Economic Development Department
 Right of Way, Heritage and Urban Design - User Fees

	2021 Rate \$	2022 Rate \$	2023 Rate \$	% Change Over 2022	% Change Over 2021	Effective Date	2023 Revenue (\$000)
Engineering Design Review and Inspection Fees							
Value of hard servicing	4.50%	4.50%	4.50%	0.0%	0.0%	01-Apr-23	
Value of soft servicing	2.25%	2.25%	2.25%	0.0%	0.0%	01-Apr-23	
Value of construction costs for Front Ending Agreement	N/A	4.50%	4.50%	0.0%	N/A	01-Apr-23	
Review of Fourth and Subsequent Engineering Submissions (per day)	1,127.00	1,153.00	1,176.00	2.0%	4.3%	01-Apr-23	
Administration / Research Fee (per street segment)	85.00	87.00	89.00	2.3%	4.7%	01-Apr-23	
Customization Fees/Electronic File Translation							
Production of Customized Map, Data or Engineering Plan (hourly rate)	119.00	122.00	124.00	1.6%	4.2%	01-Apr-23	
Aerial photography, base mapping, and LiDAR							
Aerial Base Vector Mapping	-	-	155.00	100.0%	0.0%	01-Apr-23	
Aerial Ortho-Imagery	-	-	155.00	100.0%	0.0%	01-Apr-23	
Aerial LIDAR	-	-	155.00	100.0%	0.0%	01-Apr-23	
3D Building (Production of customized fee might apply)	-	-	155.00	100.0%	0.0%	01-Apr-23	
Engineering, UCC Central Registry Plans, Thematic and Cartographic Maps							
Engineering plans - pdf	16.50	16.50	16.50	0.0%	0.0%	01-Apr-23	
Engineering plans CAD or GIS file	46.00	47.00	48.00	2.1%	4.3%	01-Apr-23	
Central Registry Plans - CAD	146.00	149.00	152.00	2.0%	4.1%	01-Apr-23	
Central Registry Plans - pdf	46.00	47.00	48.00	2.1%	4.3%	01-Apr-23	
General land use maps and online store maps -	16.50	16.50	16.50	0.0%	0.0%	01-Apr-23	
General land use maps - pdf	119.00	122.00	124.00	1.6%	4.2%	01-Apr-23	
Water / Wastewater Distribution / Collection Plans							
1:2500 scale - .pdf	46.00	47.00	48.00	2.1%	4.3%	01-Apr-23	
Water/Wastewater - CAD/GIS files 1/;2000	146.00	149.00	152.00	2.0%	4.1%	01-Apr-23	

City of Ottawa
 Planning, Real Estate & Economic Development Department
 Right of Way, Heritage and Urban Design - User Fees

	2021 Rate \$	2022 Rate \$	2023 Rate \$	% Change Over 2022	% Change Over 2021	Effective Date	2023 Revenue (\$000)
Engineering / Geotechnical Reports/Studies							
Cost per digital report	34.00	35.00	36.00	2.9%	5.9%	01-Apr-23	
Administration and Overhead Charge							
Applied to the overall cost recovery for any works undertaken for third parties not covered under other agreements, such as developers, school boards, universities or general parties	15%	15%	15%	0.0%	0.0%	01-Apr-23	
Total Departmental							(905)

Planning, Real Estate and Economic Development Department

2023 Service Area Summary - Planning Services

Planning Services is part of the Planning, Real Estate and Economic Development (PRED) Department, a department that champions the city-building priorities from planning and managing development opportunities and transportation infrastructure, to managing City real estate for population growth and economic prosperity. Planning Services reports primarily through Planning Committee and includes Development Review – Rural (reports through the Agricultural and Rural Affairs Committee).

Planning Services plays a very important role for the City of Ottawa. By managing the evolution of the city, we are helping to enhance the quality of life so that people can live, prosper and connect in neighbourhoods, buildings and spaces that are vibrant, well designed, safely built and sustainable.

Programs/Services Offered

- Provide multi-disciplinary review, coordination of review by internal stakeholders, and approval of development applications on a geographic basis (including planning, engineering, urban design, parks associated with development, environment and trees, transportation and heritage considerations)
- Online development applications search tool providing information on current development applications
- Administer the Brownfields Redevelopment Program
- Compliance and zoning reports
- Provide technical support to the planning application process, including circulation, notification and legislative support, and consolidation of legislative instruments

City of Ottawa
Planning, Real Estate & Economic Development Department
Planning Services - Operating Resource Requirement
In Thousands (\$000)

	2021	2022		2023	\$ Change over 2022 Budget
	Actual	Forecast	Budget	Estimate	
Expenditures by Program					
Director's Office	1,607	3,924	3,869	4,505	636
Development Review	9,867	10,753	10,978	11,497	519
Gross Expenditure	11,474	14,677	14,847	16,002	1,155
Recoveries & Allocations	(1,168)	(1,576)	(976)	(981)	(5)
Revenue	(14,901)	(16,067)	(16,067)	(17,267)	(1,200)
Net Requirement	(4,595)	(2,966)	(2,196)	(2,246)	(50)
Expenditures by Type					
Salaries, Wages & Benefits	10,207	11,229	11,564	11,864	300
Overtime	34	121	121	121	0
Material & Services	386	505	505	705	200
Transfers/Grants/Financial Charges	229	0	0	0	0
Fleet Costs	0	0	0	0	0
Program Facility Costs	0	0	0	0	0
Other Internal Costs	618	2,822	2,657	3,312	655
Gross Expenditures	11,474	14,677	14,847	16,002	1,155
Recoveries & Allocations	(1,168)	(1,576)	(976)	(981)	(5)
Net Expenditure	10,306	13,101	13,871	15,021	1,150
Revenues By Type					
Federal	0	0	0	0	0
Provincial	0	0	0	0	0
Own Funds	0	0	0	(200)	(200)
Fees and Services	(14,901)	(16,067)	(16,067)	(17,067)	(1,000)
Fines	0	0	0	0	0
Other	0	0	0	0	0
Total Revenue	(14,901)	(16,067)	(16,067)	(17,267)	(1,200)
Net Requirement	(4,595)	(2,966)	(2,196)	(2,246)	(50)
Full Time Equivalents			95.03	95.03	0.00

City of Ottawa
Planning, Real Estate & Economic Development Department
Planning Services - User Fees

	2021 Rate \$	2022 Rate \$	2023 Rate \$	% Change Over 2022	% Change Over 2021	Effective Date	2023 Revenue (\$000)
Development Review Process							
Official Plan Amendment							
Official Plan Amendment ^{1, 3}	24,620.00	25,469.00	26,187.00	2.8%	6.4%	01-Apr-23	
Zoning By-Law Amendments							
Zoning By-Law Amendment Major ^{1, 3}	21,002.00	21,727.00	22,340.00	2.8%	6.4%	01-Apr-23	
Zoning By-Law Amendment Minor ^{1, 3}	10,790.00	11,162.00	11,477.00	2.8%	6.4%	01-Apr-23	
Lifting Holding By-law	7,435.00	7,692.00	7,909.00	2.8%	6.4%	01-Apr-23	
Zoning By-law Amendment-Severance of Surplus Farm Dwelling ^{2, 3}	4,165.00	4,598.00	4,728.00	2.8%	13.5%	01-Apr-23	
Subdivision Draft Approval							
Subdivision Draft Approval 1 to 40 units ^{1, 3}	43,406.00	44,904.00	46,170.00	2.8%	6.4%	01-Apr-23	
Subdivision Draft Approval 41 to 250 units ^{1, 3}	77,593.00	80,270.00	82,534.00	2.8%	6.4%	01-Apr-23	
Subdivision Draft Approval 251+ units ^{1, 3}	94,453.00	97,712.00	100,467.00	2.8%	6.4%	01-Apr-23	
Subdivision Draft Approval Non-residential Uses	36,165.00	37,413.00	38,468.00	2.8%	6.4%	01-Apr-23	
Subdivision Draft Approval Residential and Non-residential Uses	9,513.00	9,841.00 plus the fee applicable to the number of dwelling units	10,118.00 plus the fee applicable to the number of dwelling units	2.8%	6.4%	01-Apr-23	
Subdivision Final Approval							
Subdivision Planning Agreement 1 to 40 units	9,513.00	9,841.00	10,119.00	2.8%	6.4%	01-Apr-23	
Subdivision Planning Agreement 41 to 250 units	11,223.00	11,610.00	11,937.00	2.8%	6.4%	01-Apr-23	
Subdivision Planning Agreement 251+units	13,926.00	14,406.00	14,812.00	2.8%	6.4%	01-Apr-23	
Subdivision Planning Agreement Non-residential Uses	4,713.00	4,876.00	5,014.00	2.8%	6.4%	01-Apr-23	
Subdivision Revisions Requiring Circulation	4,713.00	4,876.00	5,014.00	2.8%	6.4%	01-Apr-23	
Subdivision Extension of Draft Plan Approval	4,357.00	4,507.00	4,634.00	2.8%	6.4%	01-Apr-23	

City of Ottawa
Planning, Real Estate & Economic Development Department
Planning Services - User Fees

	2021 Rate \$	2022 Rate \$	2023 Rate \$	% Change Over 2022	% Change Over 2021	Effective Date	2023 Revenue (\$000)
Plan of Condominium							
Condominium-New Vacant Land -No Concurrent Site Plan ^{1, 3}	38,321.00	39,643.00	40,761.00	2.8%	6.4%	01-Apr-23	
Condominium-New Vacant Land -With Concurrent Site Plan ^{1, 3}	15,563.00	16,100.00	16,554.00	2.8%	6.4%	01-Apr-23	
Condominium - New Standard, Common Elements, Phased or Leasehold	15,563.00	16,100.00	16,554.00	2.8%	6.4%	01-Apr-23	
Condominium - Revision or Extension	2,838.00	2,936.00	3,019.00	2.8%	6.4%	01-Apr-23	
Site Plan Control							
Site Plan - Complex ^{1, 3}	44,502.00	46,037.00	47,335.00	2.8%	6.4%	01-Apr-23	
Site Plan - Standard, non-rural area	15,705.00	16,247.00	16,705.00	2.8%	6.4%	01-Apr-23	
Site Plan - Revision, Complex ^{1, 3}	30,630.00	31,687.00	32,581.00	2.8%	6.4%	01-Apr-23	
Site Plan - Revision, Standard, non-rural area	7,005.00	7,247.00	7,451.00	2.8%	6.4%	01-Apr-23	
Site Plan - Extension, non-rural area	3,930.00	4,066.00	4,181.00	2.8%	6.4%	01-Apr-23	
Site Plan - Street townhouse, not previously approved through the subdivision process	7,005.00	7,247.00	7,451.00	2.8%	6.4%	01-Apr-23	
Site Plan - Standard, rural area	13,156.00	13,610.00	13,994.00	2.8%	6.4%	01-Apr-23	
Site Plan - Rural small, rural area	851.00	880.00	905.00	2.8%	6.3%	01-Apr-23	
Site Plan - Revision, Standard, rural area	851.00	880.00	905.00	2.8%	6.3%	01-Apr-23	
Site Plan - Extension, rural area	851.00	880.00	905.00	2.8%	6.3%	01-Apr-23	
Site Plan - Master, Draft approval ^{1, 3}	34,205.00	35,385.00	36,383.00	2.8%	6.4%	01-Apr-23	
Site Plan - Master, Final approval	2,120.00	2,193.00	2,255.00	2.8%	6.4%	01-Apr-23	
Lifting Part Lot Control							
Lifting Part Lot Control	6,909.00	7,147.00	7,349.00	2.8%	6.4%	01-Apr-23	
Lifting Part Lot Control-Extension	884.00	914.00	940.00	2.8%	6.3%	01-Apr-23	
Lifting 30 Centimetre Reserve							
Lifting 30 Centimetre Reserve	1,422.00	1,471.00	1,512.00	2.8%	6.3%	01-Apr-23	
Lifting 30 Centimetre Reserve – Rural Single Lot Hydrogeological	-	736.00	757.00	2.9%	100.0%	01-Apr-23	
Demolition Control							
Demolition Control ^{1, 3}	2,221.00	2,298.00	2,363.00	2.8%	6.4%	01-Apr-23	
Demolition Unit Fee	6,103.00	6,314.00	6,492.00	2.8%	6.4%	01-Apr-23	

City of Ottawa
Planning, Real Estate & Economic Development Department
Planning Services - User Fees

	2021 Rate \$	2022 Rate \$	2023 Rate \$	% Change Over 2022	% Change Over 2021	Effective Date	2023 Revenue (\$000)
Street/Lane Opening & Closing							
Street/Lane Opening	15,563.00	16,100.00	16,554.00	2.8%	6.4%	01-Apr-23	
Street/Lane Closure Travelled Arterial ^{1, 3}	11,462.00	11,857.00	12,191.00	2.8%	6.4%	01-Apr-23	
Street/Lane Closure Untravelled Arterial	11,462.00	11,857.00	12,191.00	2.8%	6.4%	01-Apr-23	
Street/Lane Closure Travelled Road Lane ^{1, 3}	5,243.00	5,424.00	5,577.00	2.8%	6.4%	01-Apr-23	
Street/Lane Closure Untravelled Road Lane	5,243.00	5,424.00	5,577.00	2.8%	6.4%	01-Apr-23	
Other Planning Applications							
Municipal Review and Concurrence of an Antenna System (ACS2012-ICS-PGM-0045)							
Residential Use Antenna System	413.00	427.00	439.00	2.8%	6.3%	01-Apr-23	
Antenna System	3,693.00	3,820.00	3,928.00	2.8%	6.4%	01-Apr-23	
Gateway Features							
Development Application Gateway Feature - Lump sum per gateway	33,860.00	35,028.00	36,016.00	2.8%	6.4%	01-Apr-23	
Gateway Feature Maintenance Fund (value above \$100,000)	15%	15%	15%	0.0%	0.0%	01-Apr-23	
Engineering Design Review and Inspection Fees							
Value of hard servicing	4.5%	4.5%	4.5%	0.0%	0.0%	01-Apr-23	
Value of soft servicing	2.3%	2.25%	2.25%	0.0%	0.0%	01-Apr-23	
Value of construction costs for Front Ending Agreement	-	4.5%	4.5%	0.0%	100.0%	01-Apr-23	
Review of Fourth and Every Subsequent Engineering Submissions	3,052.00	3,157.00	3,246.00	2.8%	6.4%	01-Apr-23	
Planning Review of Committee of Adjustment Applications							
Minor Variance Planning Review	464.00	480.00	494.00	2.9%	6.5%	01-Apr-23	
Consent application Planning Review	776.00	803.00	826.00	2.9%	6.4%	01-Apr-23	
Combined Consent/Minor Variance Planning Review	895.00	926.00	952.00	2.8%	6.4%	01-Apr-23	

City of Ottawa
 Planning, Real Estate & Economic Development Department
 Planning Services - User Fees

	2021 Rate \$	2022 Rate \$	2023 Rate \$	% Change Over 2022	% Change Over 2021	Effective Date	2023 Revenue (\$000)
Historical Land Use Inventory							
Historical Land Use Inventory	128.00	132.00	136.00	3.0%	6.3%	01-Apr-23	
Front Ending-Application							
Front Ending Application	10,400.00	10,759.00	11,062.00	2.8%	6.4%	01-Apr-23	
Pre-application Consultations							
Pre-application Consultations	638.00	660.00	679.00	2.9%	6.4%	01-Apr-23	
Rural Park Development Fee							
Park Development Contribution (Rural)	2,326.00 per lot	2,406.00 per lot	2,561.00 per lot	6.5%	10.1%	01-Apr-23	
Revision Fee							
Application Revisions Requiring Circulation	4,070.00	4,210.00	4,329.00	2.8%	6.4%	01-Apr-23	
Road Modification Detailed Design Review fee							
Road Modification Detailed Design Review fee	-	-	2,830.00	100.0%	0.0%	01-Apr-23	
Transfer of Review Fees are per the Ministry of Environment, Conservation and Parks							
Notes on above							
¹ On-site sign fee (HST applicable)	638.00	660.00	679.00	2.9%	6.4%	01-Apr-23	
² On-site sign fee (HST applicable)	318.00	329.00	338.00	2.7%	6.3%	01-Apr-23	
³ Additional on-site sign fee (HST applicable)	318.00	329.00	338.00	2.7%	6.3%	01-Apr-23	
Note: Joint Applications – Where two or more planning applications are submitted at the same time for the same property, the planning fee imposed for such applications shall be reduced by 10%. Applicable applications are: 30cm Reserve, Demolition Control, Lifting of Holding Zone, Official Plan Amendment, Part Lot Control, Plan of Condominium, Plan of Subdivision, Site Plan Control, Street/Lane Closure, Street/Lane Opening, and Zoning By-Law Amendment.							

City of Ottawa
 Planning, Real Estate & Economic Development Department
 Planning Services - User Fees

	2021 Rate \$	2022 Rate \$	2023 Rate \$	% Change Over 2022	% Change Over 2021	Effective Date	2023 Revenue (\$000)
Legal Fees Related to Planning Applications							
Subdivision Legal Agreement 1 to 40 units	4,394.00	4,546.00	4,652.00	2.3%	5.9%	01-Apr-23	
Subdivision Legal Agreement 41 to 250 units	6,756.00	6,989.00	7,152.00	2.3%	5.9%	01-Apr-23	
Subdivision Legal Agreement 251+ units	9,283.00	9,603.00	9,827.00	2.3%	5.9%	01-Apr-23	
Subdivision Legal Agreement Non-residential	1,697.00	1,756.00	1,797.00	2.3%	5.9%	01-Apr-23	
Subdivision Revision	1,012.00	1,047.00	1,071.00	2.3%	5.8%	01-Apr-23	
Site Plan Control - Complex	2,722.00	2,816.00	2,882.00	2.3%	5.9%	01-Apr-23	
Site Plan Control - Standard	2,722.00	2,816.00	2,882.00	2.3%	5.9%	01-Apr-23	
Site Plan Control - Revision - Complex	1,367.00	1,414.00	1,447.00	2.3%	5.9%	01-Apr-23	
Site Plan Control - Revision - Standard, non-rural area	1,367.00	1,414.00	1,447.00	2.3%	5.9%	01-Apr-23	
Site Plan Control - Master	2,722.00	2,816.00	2,882.00	2.3%	5.9%	01-Apr-23	
Condominium Approval	2,362.00	2,443.00	2,500.00	2.3%	5.8%	01-Apr-23	
Condominium Revision/Extension	1,012.00	1,047.00	1,071.00	2.3%	5.8%	01-Apr-23	
Lifting Part Lot Control	680.00	703.00	719.00	2.3%	5.7%	01-Apr-23	
Lifting Part Lot Control Extension	502.00	519.00	531.00	2.3%	5.8%	01-Apr-23	
Lifting 30 Centimetre Reserve	370.00	383.00	392.00	2.3%	5.9%	01-Apr-23	
Demolition Control By-law Part V	406.00	420.00	430.00	2.4%	5.9%	01-Apr-23	
Street/Lane Opening	1,593.00	1,648.00	1,686.00	2.3%	5.8%	01-Apr-23	
Street/Lane Closure	265.00	274.00	280.00	2.2%	5.7%	01-Apr-23	
Front Ending Agreement	6,975.00	7,216.00	7,384.00	2.3%	5.9%	01-Apr-23	

City of Ottawa
Planning, Real Estate & Economic Development Department
Planning Services - User Fees

	2021 Rate \$	2022 Rate \$	2023 Rate \$	% Change Over 2022	% Change Over 2021	Effective Date	2023 Revenue (\$000)
Miscellaneous Legal Fees Related to Planning Services Applications							
Easement	637.00	659.00	674.00	2.3%	5.8%	01-Apr-23	
Encroachment	637.00	659.00	674.00	2.3%	5.8%	01-Apr-23	
Encroachment, simple and/or assignment	260.00	269.00	275.00	2.2%	5.8%	01-Apr-23	
Conveyance as a Condition of Development Approval	260.00	269.00	275.00	2.2%	5.8%	01-Apr-23	
Postponement Agreement	260.00	269.00	275.00	2.2%	5.8%	01-Apr-23	
Partial Discharge of Mortgage	260.00	269.00	275.00	2.2%	5.8%	01-Apr-23	
Maintenance & Liability Agreement	551.00	570.00	583.00	2.3%	5.8%	01-Apr-23	
Amending Maintenance and Liability Agreement	260.00	269.00	275.00	2.2%	5.8%	01-Apr-23	
Do-It-Yourself Construction Agreement	1,270.00	1,314.00	1,345.00	2.4%	5.9%	01-Apr-23	
Watermain Agreements	260.00	269.00	275.00	2.2%	5.8%	01-Apr-23	
Inhibiting Orders (Routine)	260.00	269.00	275.00	2.2%	5.8%	01-Apr-23	
Inhibiting Orders (Complex)	788.00	815.00	834.00	2.3%	5.8%	01-Apr-23	
Release of Inhibiting Orders (Routine)	176.00	182.00	186.00	2.2%	5.7%	01-Apr-23	
Release of Inhibiting Orders (Complex)	788.00	815.00	834.00	2.3%	5.8%	01-Apr-23	
Early Servicing Agreements - Subdivision	5,120.00	5,297.00	5,420.00	2.3%	5.9%	01-Apr-23	
Release of Deferral Agreement	260.00	269.00	275.00	2.2%	5.8%	01-Apr-23	
Communal Water and Wastewater Agreements	5,120.00	5,297.00	5,420.00	2.3%	5.9%	01-Apr-23	
Private Roadway Agreement	637.00	659.00	674.00	2.3%	5.8%	01-Apr-23	
Release of Site Plan Agreement/Easement	428.00	443.00	453.00	2.3%	5.8%	01-Apr-23	
Pre-servicing Agreement - Site Plan	663.00	686.00	702.00	2.3%	5.9%	01-Apr-23	
Agreements arising from Consent Applications	1,623.00	1,679.00	1,718.00	2.3%	5.9%	01-Apr-23	
Agreements arising from Minor Variance	637.00	659.00	674.00	2.3%	5.8%	01-Apr-23	
Well Agreement	242.00	268.00	274.00	2.2%	13.2%	01-Apr-23	
Other Agreements arising from Committee of Adjustment Applications	428.00	443.00	453.00	2.3%	5.8%	01-Apr-23	

City of Ottawa
 Planning, Real Estate & Economic Development Department
 Planning Services - User Fees

	2021 Rate \$	2022 Rate \$	2023 Rate \$	% Change Over 2022	% Change Over 2021	Effective Date	2023 Revenue (\$000)
Miscellaneous Legal Fees Related to Planning Services Applications continued							
Amending Site Plan Agreement Not Covered by Development Application Fee	1,202.00	1,243.00	1,272.00	2.3%	5.8%	01-Apr-23	
Amending Subdivision Agreement Not Covered by Development Application Fee	1/2 Primary Agreement Legal Fee	1/2 Primary Agreement Legal Fee	1/2 Primary Agreement Legal Fee	0.0%	0.0%	01-Apr-23	
Miscellaneous Agreement Arising from Development Applications	698.00	722.00	739.00	2.4%	5.9%	01-Apr-23	
Release of Miscellaneous Agreement Arising from Development Applications	260.00	269.00	275.00	2.2%	5.8%	01-Apr-23	
Traffic Signal Agreement	260.00	269.00	275.00	2.2%	5.8%	01-Apr-23	
Municipal Covenant Agreement	260.00	269.00	275.00	2.2%	5.8%	01-Apr-23	
Consolidation Agreement	260.00	269.00	275.00	2.2%	5.8%	01-Apr-23	
Community Improvement Plan (Development Assistance) Grant Agreement	260.00	269.00	275.00	2.2%	5.8%	01-Apr-23	
Road Modification Agreement	698.00	722.00	739.00	2.4%	5.9%	01-Apr-23	
Other Agreements - Complex	788.00	815.00	834.00	2.3%	5.8%	01-Apr-23	
Other Agreements - Simple	260.00	269.00	275.00	2.2%	5.8%	01-Apr-23	
Limiting Distance Agreement	260.00	269.00	347.00	29.0%	33.5%	01-Apr-23	
Section 37 Bonusing Agreement	260.00	269.00	275.00	2.2%	5.8%	01-Apr-23	
Brownfield Agreement	260.00	269.00	275.00	2.2%	5.8%	01-Apr-23	
Municipal Responsibility Agreement	1,563.00	1,617.00	1,655.00	2.4%	5.9%	01-Apr-23	
Cost Sharing Agreement	1,563.00	1,617.00	1,655.00	2.4%	5.9%	01-Apr-23	
Total Departmental							(1,200)

Planning, Real Estate and Economic Development Department

2023 Service Area Summary - Building Code Services

Building Code Services (BCS) is part of the Planning, Real Estate and Economic Development (PRED) Department, a department that champions the city-building priorities from planning and managing development opportunities and transportation infrastructure, to managing City real estate for population growth and economic prosperity.

BCS is the regulatory authority for building construction for the City and enforces the Ontario Building Code (OBC) to protect the public. The OBC establishes uniform minimum standards for health, life safety, fire protection, accessibility, energy efficiency and structural sufficiency that must be included in the design and construction of a building.

Building Code Services

- Reviews construction plans for all new/renovated buildings, assigns municipal addresses, issues building and demolition permits, and inspects building construction to ensure compliance with permit plans, OBC and applicable laws.
- Coordinates prosecution of non-compliant construction and manages investigations in response to legal claims; and
- Assists property owners, builders, architects, designers and engineers by providing direction in the application and interpretation of the Building Code Act, the OBC, and applicable laws (e.g. Zoning By-law, Nutrient Management Act, etc.) to ensure construction meets the safety and performance standards.

In accordance with the Building Code Act, building permit fees are set to only recover the costs associated with servicing building permits and enforcing the Act and Code. A Building Code Reserve Fund has been established in order to safeguard the City's ability to continue to enforce the Act and Code and avert passing on the associated costs to general taxation.

Programs/Services Offered

- Provide frontline development information to clients
- Provide OBC expert advice to the industry and all stakeholders
- Review construction plans for all new/renovated buildings
- Calculate and collect building permit and related charges including development charges
- Issue building and demolition permits
- Conduct inspections of building construction, renovations and unsafe buildings
- Issue orders, prosecute non-compliant construction and manage legal claims
- Ensure buildings formerly used for Marijuana Grow Operations are remediated
- Municipal addressing – policy direction, naming, assignment of civic numbers
- Access to building permit records
- Process Agency letters of Approval (liquor licence, day cares, all care facilities, etc.)

City of Ottawa
 Planning, Real Estate & Economic Development Department
 Building Code Services - Operating Resource Requirement
 In Thousands (\$000)

	2021	2022		2023	\$ Change over 2022 Budget
	Actual	Forecast	Budget	Estimate	
Expenditures by Program					
Building Code Services - OPCR	628	665	665	655	(10)
Building Code Service - Ontario Building Code	29,580	30,339	29,639	30,404	765
Gross Expenditure	30,208	31,004	30,304	31,059	755
Recoveries & Allocations	(1,375)	(843)	(143)	(95)	48
Revenue	(29,674)	(30,801)	(30,601)	(31,404)	(803)
Net Requirement	(841)	(640)	(440)	(440)	0
Expenditures by Type					
Salaries, Wages & Benefits	16,443	18,079	20,079	20,619	540
Overtime	396	639	639	639	0
Material & Services	626	1,139	989	1,189	200
Transfers/Grants/Financial Charges	4,556	2,550	0	0	0
Fleet Costs	241	262	262	262	0
Program Facility Costs	0	0	0	0	0
Other Internal Costs	7,946	8,335	8,335	8,350	15
Gross Expenditures	30,208	31,004	30,304	31,059	755
Recoveries & Allocations	(1,375)	(843)	(143)	(95)	48
Net Expenditure	28,833	30,161	30,161	30,964	803
Revenues By Type					
Federal	0	0	0	0	0
Provincial	0	0	0	0	0
Own Funds	0	0	0	(803)	(803)
Fees and Services	(29,674)	(30,801)	(30,601)	(30,601)	0
Fines	0	0	0	0	0
Other	0	0	0	0	0
Total Revenue	(29,674)	(30,801)	(30,601)	(31,404)	(803)
Net Requirement	(841)	(640)	(440)	(440)	0
Full Time Equivalents			197.89	197.89	0.00

City of Ottawa
 Planning, Real Estate & Economic Development Department
 Building Code Services - User Fees

	2021 Rate \$	2022 Rate \$	2023 Rate \$	% Change Over 2022	% Change Over 2021	Effective Date	2023 Revenue (\$000)
Building Code Services (OPCR) section							
Other Permits and Compliance Reporting							
Agency Letters*	431.00	439.00	439.00	0.0%	1.9%	01-Apr-23	
Pool Enclosures	215.00	220.00	220.00	0.0%	2.3%	01-Apr-23	
Permanent signs on private property	401.00	408.00	408.00	0.0%	1.7%	01-Apr-23	
Permanent signs on private property - eportal	357.00	364.00	364.00	0.0%	2.0%	01-Apr-23	
Directional Development Sign	401.00	408.00	408.00	0.0%	1.7%	01-Apr-23	
Development Sign - Development area ≤ 1,000 m2	401.00	408.00	408.00	0.0%	1.7%	01-Apr-23	
Development Sign - Development area 1,000 to 5,000 m2	732.00	745.00	745.00	0.0%	1.8%	01-Apr-23	
Development Sign - Development area > 5,000 m2	1,416.00	1,442.00	1,442.00	0.0%	1.8%	01-Apr-23	
Static Billboard Sign Permit	2,239.00	2,280.00	2,280.00	0.0%	1.8%	01-Apr-23	
Digital Billboard Sign Permit	2,969.00	3,023.00	3,023.00	0.0%	1.8%	01-Apr-23	
Sign Impound and Storage Fees (per Month)	183.00	186.00	186.00	0.0%	1.6%	01-Apr-23	
Sign Encroachment (Initial) (per sign)	336.00	342.00	342.00	0.0%	1.8%	01-Apr-23	
Sign Encroachment (Renewal)	133.00	135.00	135.00	0.0%	1.5%	01-Apr-23	
Signs Minor Variance	2,088.00	2,126.00	2,126.00	0.0%	1.8%	01-Apr-23	
Digital Billboard Sign Minor Variance	2,969.00	3,023.00	3,023.00	0.0%	1.8%	01-Apr-23	
Message Centre Sign Permit	569.00	579.00	579.00	0.0%	1.8%	01-Apr-23	
Digital menu Board with Changing Messages	467.00	476.00	476.00	0.0%	1.9%	01-Apr-23	
Home Based Business and Bed and Breakfast Sign Permit	223.00	227.00	227.00	0.0%	1.8%	01-Apr-23	
Application for Access to Sign/Pool Enclosure Permit Records (excluding reproduction costs)	73.00	75.00	75.00	0.0%	2.7%	01-Apr-23	
Copies- Paper (per page)*	0.30	0.30	0.30	0.0%	0.0%	01-Apr-23	
Copies- USB (per USB)*	16.40	16.80	16.80	0.0%	2.4%	01-Apr-23	
Copies- drawings (per drawing)*	11.05	11.25	11.25	0.0%	1.8%	01-Apr-23	
Zoning and Building Code Compliance Reports							
Zoning Information letter - Dev Info Officer	203.00	207.00	207.00	0.0%	2.0%	01-Apr-23	
Zoning Designation and List of Permitted Uses	203.00	207.00	207.00	0.0%	2.0%	01-Apr-23	

City of Ottawa
 Planning, Real Estate & Economic Development Department
 Building Code Services - User Fees

	2021 Rate \$	2022 Rate \$	2023 Rate \$	% Change Over 2022	% Change Over 2021	Effective Date	2023 Revenue (\$000)
Residential - 4 suites or less per Building							
Summary	118.00	120.00	120.00	0.0%	1.7%	01-Apr-23	
Zoning (plus mobile home, vacant land)	253.00	258.00	258.00	0.0%	2.0%	01-Apr-23	
Update	118.00	120.00	120.00	0.0%	1.7%	01-Apr-23	
Residential - more than 4 suites per Building. Commercial / Industrial / Institutional / Mixed Use - 10 suites and under per Building							
Summary	253.00	258.00	258.00	0.0%	2.0%	01-Apr-23	
Zoning	649.00	661.00	661.00	0.0%	1.8%	01-Apr-23	
Update (includes over 10 suites)	253.00	258.00	258.00	0.0%	2.0%	01-Apr-23	
Commercial /Industrial / Institutional/Mixed use - over 10 suites per Building and/or up to 3 Buildings							
Summary	690.00 + 210.00 for each additional building	705.00 + 214.00 for each additional building	705.00 + 214.00 for each additional building	0.0%	2.2%	01-Apr-23	
Zoning (plus shopping centre up to 3 buildings - mobile home park over 10 suites)	1,885.00 + 575.00 for each additional building	1,920.00 + 585.00 for each additional building	1,920.00 + 585.00 for each additional building	0.0%	1.9%	01-Apr-23	
Update	483.00	492.00	492.00	0.0%	1.9%	01-Apr-23	
Compliance Reports with Agreements							
Report	395.00 + 113.00 for each amending agreement	405.00 + 115.00 for each amending agreement	405.00 + 115.00 for each amending agreement	0.0%	2.5%	01-Apr-23	
Rooming House compliance report	58.00	59.00	59.00	0.0%	1.7%	01-Apr-23	
Release of Agreement	545.00 + 113.00 for each amending agreement	555.00 + 115.00 for each amending agreement	555.00 + 115.00 for each amending agreement	0.0%	1.8%	01-Apr-23	
Pool Enclosure	198.00	202.00	202.00	0.0%	2.0%	01-Apr-23	

City of Ottawa
 Planning, Real Estate & Economic Development Department
 Building Code Services - User Fees

	2021 Rate \$ per square foot	2021 Rate \$ per square meter	2022 Rate \$ per square foot	2022 Rate \$ per square meter	2023 Rate \$ per square foot	2023 Rate \$ per square meter	% Change Over 2021	% Change Over 2020	Effective Date	2023 Revenue (\$000)
Building Code Services - Ontario Building Code										
Building Classification by Major Occupancy										
Group A (Assembly occupancies) with a minimum fee of \$100										
All (except as noted below)	1.53	16.50	1.57	16.90	1.57	16.90	0.0%	2.4%	01-Apr-23	
School, College, University	1.83	19.74	1.88	20.21	1.88	20.21	0.0%	2.4%	01-Apr-23	
Community Centre, Theatre Arena, Recreational Facility	2.08	22.34	2.13	22.88	2.13	22.88	0.0%	2.4%	01-Apr-23	
Group B (Institutional Occupancies) with a fee of \$100										
Hospital and Detention facility	2.45	26.32	2.51	26.96	2.51	26.96	0.0%	2.4%	01-Apr-23	
All other B occupancies	1.53	16.50	1.57	16.90	1.57	16.90	0.0%	2.4%	01-Apr-23	
Group C (Residential Occupancies) with a minimum fee of \$100										
Single Detached Unit, Semi-Detached, Row house, Stacked Townhouse and Duplex	1.03	11.18	1.06	11.45	1.06	11.45	0.0%	2.4%	01-Apr-23	
Master Plan Permits for Single Detached Unit, Semi-Detached, Row house and Stacked Townhouse	0.89	9.60	0.92	9.84	0.92	9.84	0.0%	2.4%	01-Apr-23	
Finished basement for above residential	0.25	2.72	0.25	2.78	0.25	2.78	0.0%	2.4%	01-Apr-23	
Apartment Building (Part 9)	1.10	11.79	1.13	12.08	1.13	12.08	0.0%	2.4%	01-Apr-23	
Other Apartment Buildings, Motel, and all Hotels (Part 3)	1.35	14.51	1.38	14.86	1.38	14.86	0.0%	2.4%	01-Apr-23	

City of Ottawa
 Planning, Real Estate & Economic Development Department
 Building Code Services - User Fees

	2021 Rate \$ per square foot	2021 Rate \$ per square meter	2022 Rate \$ per square foot	2022 Rate \$ per square meter	2023 Rate \$ per square foot	2023 Rate \$ per square meter	% Change Over 2021	% Change Over 2020	Effective Date	2023 Revenue (\$000)
Group D (Business and Personal Service Occupancies) with a minimum of \$100										
Office Building less or equal to 10 Storeys	1.29	13.89	1.32	14.23	1.32	14.23	0.0%	2.4%	01-Apr-23	
Office Buildings more than 10 Storeys	1.60	17.13	1.63	17.54	1.63	17.54	0.0%	2.4%	01-Apr-23	
Bank, Medical Office, Police and Fire Station	1.47	15.77	1.50	16.15	1.50	16.15	0.0%	2.4%	01-Apr-23	
Group E (Mercantile Occupancies) with a minimum fee of \$100										
All	1.10	11.79	1.13	12.08	1.13	12.08	0.0%	2.4%	01-Apr-23	
Group F (Industrial Occupancies) with a minimum fee of \$100										
Industrial building, Warehouse	0.86	9.29	0.88	9.52	0.88	9.52	0.0%	2.4%	01-Apr-23	
Office area in any industrial building (car dealership)	1.10	11.79	1.13	12.08	1.13	12.08	0.0%	2.4%	01-Apr-23	
Parking Garage (below or above grade) and lightly serviced warehouse	0.43	4.60	0.44	4.71	0.44	4.71	0.0%	2.4%	01-Apr-23	
Multi level underground parking garage	0.55	5.96	0.56	6.10	0.56	6.10	0.0%	2.4%	01-Apr-23	
Single storey Self-Storage building	0.43	4.60	0.44	4.71	0.44	4.71	0.0%	2.4%	01-Apr-23	
Miscellaneous with a minimum fee of \$100										
Shell Building for any classification above - Fee reduce by:	0.31	3.34	0.32	3.42	0.32	3.42	0.0%	2.4%	01-Apr-23	
First time fit-up for any classification above (full floor area)	0.31	3.34	0.32	3.42	0.32	3.42	0.0%	2.4%	01-Apr-23	

City of Ottawa
 Planning, Real Estate & Economic Development Department
 Building Code Services - User Fees

	2021 Rate \$	2022 Rate \$	2023 Rate \$	% Change Over 2022	% Change Over 2021	Effective Date	2023 Revenue (\$000)
Other - rate based on a per \$1000 or part thereof of the estimated valuation of the work, with a minimum fee of \$100							
Tenant fit-up	10.75/98.00	11.00/100.00	11.00/100.00	0.0%	2.3%	01-Apr-23	
Homeowner projects (interior alterations, decks, etc)	10.75/98.00	11.00/100.00	11.00/100.00	0.0%	2.3%	01-Apr-23	
Farm building	7.54/98.00	7.72/100.00	7.72/100.00	0.0%	2.4%	01-Apr-23	
Any construction where the Gross Floor Area (GFA) cannot be applied	10.75/98.00	11.00/100.00	11.00/100.00	0.0%	2.3%	01-Apr-23	
Construct - Limited Authorization	10.75/98.00	11.00/100.00	11.00/100.00	0.0%	4.8%	01-Apr-23	
Permit to demolish - \$ for the first 5000 sq. ft of floor area, plus \$ for each add 1000 sq. ft (92.9 sq. m) of GFA or part thereof	98.00/10.75	100.00/11.00	100.00/11.00	0.0%	2.0%	01-Apr-23	
Other - Flat Fees							
Certification of Master Plan	106.00	109.00	109.00	0.0%	2.8%	01-Apr-23	
Plumbing work only	98.00	100.00	100.00	0.0%	2.0%	01-Apr-23	
Application for lot severances - requiring plumbing inspections to ensure separate plumbing services can be provided	105.00	108.00	108.00	0.0%	2.9%	01-Apr-23	
Application for access to Building Permits Records (excluding reproduction costs) - per application	73.00	75.00	75.00	0.0%	2.7%	01-Apr-23	
Copies - Paper (per page) *	0.30	0.30	0.30	0.0%	0.0%	01-Apr-23	
Copies - USB (per USB) *	16.40	16.80	16.80	0.0%	2.4%	01-Apr-23	
Copies - Plan Sheet (per Plan Sheet) *	11.00	11.25	11.25	0.0%	2.3%	01-Apr-23	

City of Ottawa
 Planning, Real Estate & Economic Development Department
 Building Code Services - User Fees

	2021 Rate \$	2022 Rate \$	2023 Rate \$	% Change Over 2022	% Change Over 2021	Effective Date	2023 Revenue (\$000)
Fees in Addition to Regular Permit Fees							
Conditional Permit - \$324 for single detached unit, semi detached and row house unit and \$972 for all other buildings/construction projects	316.00/949.00	324.00/972.00	324.00/972.00	0.0%	2.5%	01-Apr-23	
Change of use	105.00	108.00	108.00	0.0%	2.9%	01-Apr-23	
Partial Permit	246.00	252.00	252.00	0.0%	2.4%	01-Apr-23	
Transfer of application or permit	98.00	100.00	100.00	0.0%	2.0%	01-Apr-23	
Re-examination (application with certified master plan) - Change of one certified master plan for another	331.00	339.00	339.00	0.0%	2.4%	01-Apr-23	
Re-examination fee - all other applications where substantial change - Additional 10% of fee rate based on same building classification by major occupancy of the original permit	10.0%	10.0%	10.0%	0.0%	0.0%	01-Apr-23	
Revision to permit- Master Plan - Change of one certified master plan for another	331.00	339.00	339.00	0.0%	2.4%	01-Apr-23	
Revision to permit- other \$ fee per \$1000 construction value, minimum \$100	10.75/98.00	11.00/100.00	11.00/100.00	0.0%	2.8%	01-Apr-23	
Revision to permit for farm building \$ fee per \$1000 construction value, minimum \$100 (OFA Registration required)	7.54/98.00	7.72/100.00	7.72/100.00	0.0%	2.7%	01-Apr-23	

City of Ottawa
 Planning, Real Estate & Economic Development Department
 Building Code Services - User Fees

	2021 Rate \$	2022 Rate \$	2023 Rate \$	% Change Over 2022	% Change Over 2021	Effective Date	2023 Revenue (\$000)
Administrative Surcharge: Permit to Demolish where the building was located on property subject to the Demolition Control By-law 2012-377	1,000.00	1,000.00	1,000.00	0.0%	0.0%	01-Apr-23	
Administrative Surcharge: Permit to Demolish where the building was located on property subject to the Heritage Act	3,000.00	3,000.00	3,000.00	0.0%	0.0%	01-Apr-23	
Administrative Surcharge: Partial Permit to Construct: 50% of permit fees calculated for the complete building for the Partial Permit to Construct up to a maximum of \$5000 for each stage of construction	50%/5,000.00	50%/5,000.00	50%/5,000.00	0.0%	0.0%	01-Apr-23	
Administrative Surcharge: Regular Permit to Construct: 50% of permit fees calculated for a regular Permit to Construct up to a maximum of \$10,000	50%/10,000.00	50%/10,000.00	50%/10,000.00	0.0%	0.0%	01-Apr-23	
Administrative Surcharge: 15% of recovery costs paid to third party contractors for property owners' non-compliance with the Building Code Act.	15%	15%	15%	0.0%	0.0%	01-Apr-23	
Deferral of revocation	307.00	314.00	314.00	0.0%	2.3%	01-Apr-23	
Alternative Solution - Tier 1 Review Process \$945, Tier II Review Process - \$380 per application	920.00/370.00	945.00/380.00	945.00/380.00	0.0%	2.7%	01-Apr-23	
Limiting Distance Agreements	339.00	347.00	347.00	0.0%	2.4%	01-Apr-23	
Demolition Agreement	406.00	416.00	416.00	0.0%	2.5%	01-Apr-23	
Refundable inspection fee for single detached, semi-detached, row house or townhouse dwelling units	300.00	300.00	300.00	0.0%	0.0%	01-Apr-23	
Re-inspection fee for single, semi-detached, row house or townhouse dwelling units - per inspection	100.00	100.00	100.00	0.0%	0.0%	01-Apr-23	

City of Ottawa
 Planning, Real Estate & Economic Development Department
 Building Code Services - User Fees

	2021 Rate \$	2022 Rate \$	2023 Rate \$	% Change Over 2022	% Change Over 2021	Effective Date	2023 Revenue (\$000)
Remediation Type 1	1,012.00	1,036.00	1,036.00	0.0%	2.4%	01-Apr-23	
Remediation Type 2	1,797.00	1,840.00	1,840.00	0.0%	2.4%	01-Apr-23	
Remediation Type 3	447.00	458.00	458.00	0.0%	2.5%	01-Apr-23	
Remediation Type 4	1,121.00	1,148.00	1,148.00	0.0%	2.4%	01-Apr-23	
Remediation Type 5(a)	226.00	231.00	231.00	0.0%	2.2%	01-Apr-23	
Private Roadway Naming	1,981.00	2,029.00	2,029.00	0.0%	2.4%	01-Apr-23	
Private Roadway Naming (submitted on same day as Site Plan Control application for the same lands)	1,423.00	1,457.00	1,457.00	0.0%	2.4%	01-Apr-23	
Highway Name Change (Street Name Change)	2,862.00	2,931.00	2,931.00	0.0%	2.4%	01-Apr-23	
Highway Name Dedication (Street Name Dedication)	1,717.00	1,758.00	1,758.00	0.0%	2.4%	01-Apr-23	
Civic Number Change	236.00	242.00	242.00	0.0%	2.5%	01-Apr-23	
911 Blade Sign and Post (Installed by City)	96.00	98.00	98.00	0.0%	2.1%	01-Apr-23	
911 Replacement Blade Sign and Post (Installed by the City)	96.00	98.00	98.00	0.0%	2.1%	01-Apr-23	
911 Replacement Blade Sign and Post (Installed by Owner)	58.00	59.00	59.00	0.0%	1.7%	01-Apr-23	
911 Replacement Blade Only	33.00	34.00	34.00	0.0%	3.0%	01-Apr-23	
Removal of Orders Registered on Title	-	250.00	250.00	0.0%	N/A	01-Apr-23	
Total Departmental							(803)

Note:
 *HST applicable

Planning, Real Estate and Economic Development

2023 Service Area Summary - Long-Range Planning

Economic Development and Long-Range Planning is part of the Planning, Real Estate and Economic Development (PRED) Department, a department that champions the city-building priorities from planning and managing development opportunities and transportation infrastructure, to managing City real estate for population growth and economic prosperity.

Official Plan Review: preparing the City's Official Plan, appeals to policy documents, and long-term urban planning strategy and policy.

Community Planning: neighbourhood planning, including Community Design Plans, Secondary Plans, Transit-Oriented Development Plans, and Neighbourhood Revitalization Plans.

Zoning & Interpretation: oversight, maintenance and updating of the Zoning by-law, by-law preparation, and city-wide and area-specific land use studies.

Research and Forecasting: the centre of expertise for population, employment, housing, land use, development of travel demand input data; implementing recommendations from the 15-minute Neighbourhood baseline study; and, for monitoring of the Official Plan and economic indicators to inform the development of economic and planning policy within the City.

City of Ottawa
Planning, Real Estate & Economic Development Department
Long Range Planning - Operating Resource Requirement
In Thousands (\$000)

	2021	2022		2023	\$ Change over 2022 Budget
	Actual	Forecast	Budget	Estimate	
Expenditures by Program					
Long Range Planning	3,166	3,713	3,182	3,221	39
Forecasting and Monitoring	598	652	652	848	196
Gross Expenditure	3,764	4,365	3,834	4,069	235
Recoveries & Allocations	(684)	(681)	0	0	0
Revenue	(2)	(4)	(4)	(4)	0
Net Requirement	3,078	3,680	3,830	4,065	235
Expenditures by Type					
Salaries, Wages & Benefits	3,520	3,418	2,887	3,122	235
Overtime	11	10	10	10	0
Material & Services	223	929	929	929	0
Transfers/Grants/Financial Charges	1	0	0	0	0
Fleet Costs	0	0	0	0	0
Program Facility Costs	0	0	0	0	0
Other Internal Costs	9	8	8	8	0
Gross Expenditures	3,764	4,365	3,834	4,069	235
Recoveries & Allocations	(684)	(681)	0	0	0
Net Expenditure	3,080	3,684	3,834	4,069	235
Revenues By Type					
Federal	0	0	0	0	0
Provincial	0	0	0	0	0
Own Funds	0	0	0	0	0
Fees and Services	(2)	(4)	(4)	(4)	0
Fines	0	0	0	0	0
Other	0	0	0	0	0
Total Revenue	(2)	(4)	(4)	(4)	0
Net Requirement	3,078	3,680	3,830	4,065	235
Full Time Equivalents			22.33	22.33	0.00

City of Ottawa
 Planning, Real Estate & Economic Development Department
 Long Range Planning - User Fees

	2021 Rate \$	2022 Rate \$	2023 Rate \$	% Change Over 2022	% Change Over 2021	Effective Date	2023 Revenue (\$000)
Legal Non-Conforming Rights							
Legal Non-Conforming Rights	650.00	670.00	690.00	3.0%	6.2%	01-Apr-23	

Community and Social Services Department

2023 Service Area Summary - Affordable Housing

The Affordable Housing Branch, located within the Housing Services Service Area of the Community and Social Services Department (CSSD), consists of staff with planning and policy backgrounds who develop affordable housing policy and oversee the delivery of capital programs and funding for new affordable and supportive housing. The Affordable Housing Branch works with the private, not-for-profit, and charitable sectors on the development of new affordable and supportive housing for low-income individuals and families in Ottawa to advance the objectives of the City's 10 Year Housing and Homelessness Plan. This includes administering federal and provincial programs, municipal investments and leveraging City and community resources to advance Council and community priorities. The Affordable Housing Branch also works with other branches in Housing Services as well as other City departments to develop and implement strategies to move people from homelessness into permanent housing. Many of the projects funded by this branch exceed green building and energy efficiency standards, as well as meeting other socioeconomic and environmental objectives of the City of Ottawa.

Programs/Services Offered

Affordable Housing Development

- Facilitate and administer the development of affordable and supportive housing, with nearly 1,700 units in various stages of development.
- Administration, delivery, and monitoring of new affordable housing programs to create affordable and/or supportive housing for people living on low to moderate incomes.
- Allocate funding to support affordable housing projects at the pre-development stage to establish a pipeline of shovel-ready projects.

Other Housing Programs

- Administration, delivery, and monitoring of the Ontario Renovates and Homeownership programs.

Strategic Initiatives

- Development and implementation of policies and programs that facilitate the creation of new affordable housing (e.g., Community Improvement Plan for Affordable Housing and Inclusionary Zoning).
- Coordinates with other City departments to identify vacant city parcels that are appropriate for development of affordable housing, including lands close to major transit stations.
- Developing and updating policies related to affordable housing on an as-needed basis (e.g., Affordable Housing Land and Funding Policy).

Outreach

- Liaises with upper levels of government, including the Canada Mortgage and Housing Corporation (CMHC) and the Ministry of Municipal Affairs and Housing (MMAH).
- Participates in housing-related workgroups with municipalities across the province and Canada.
- Works with sectors to develop innovative and “made in Ottawa” solutions for affordable housing.
- Provides planning expertise and support within CSSD as well as the community.

City of Ottawa
Community & Social Services Department
Affordable Housing - Operating Resource Requirement
In Thousands (\$000)

	2021	2022		2023	\$ Change over 2022 Budget
	Actual	Forecast	Budget	Estimate	
Expenditures by Program					
Affordable Housing	8,806	7,683	7,683	9,218	1,535
Gross Expenditure	8,806	7,683	7,683	9,218	1,535
Recoveries & Allocations	(258)	0	0	0	0
Revenue	0	0	0	0	0
Net Requirement	8,548	7,683	7,683	9,218	1,535
Expenditures by Type					
Salaries, Wages & Benefits	758	643	643	778	135
Overtime	0	0	0	0	0
Material & Services	5	0	0	0	0
Transfers/Grants/Financial Charges	8,040	7,040	7,040	8,440	1,400
Fleet Costs	0	0	0	0	0
Program Facility Costs	0	0	0	0	0
Other Internal Costs	3	0	0	0	0
Gross Expenditures	8,806	7,683	7,683	9,218	1,535
Recoveries & Allocations	(258)	0	0	0	0
Net Expenditure	8,548	7,683	7,683	9,218	1,535
Revenues By Type					
Federal	0	0	0	0	0
Provincial	0	0	0	0	0
Own Funds	0	0	0	0	0
Fees and Services	0	0	0	0	0
Fines	0	0	0	0	0
Other	0	0	0	0	0
Total Revenue	0	0	0	0	0
Net Requirement	8,548	7,683	7,683	9,218	1,535
Full Time Equivalents			8.00	9.00	1.00

City Of Ottawa
2023 Draft Capital Budget
Planning and Housing Committee
Capital Funding Summary
In Thousands (\$000)

Project Description	Revenues	Gas Tax	Tax Supported/ Dedicated	Develop. Charges	Tax Supported/ Dedicated Debt	Grand Total
Housing Services						
Growth						
910954 Municipal invest affordable housing 2023	0	0	10,300	1,100	3,600	15,000
Growth Total	0	0	10,300	1,100	3,600	15,000
Housing Services Total	0	0	10,300	1,100	3,600	15,000
Planning & Development						
Renewal of City Assets						
910394 DC By-Law - 2024 Background Study	0	0	40	360	0	400
Renewal of City Assets Total	0	0	40	360	0	400
Service Enhancements						
909980 ROWHUD - Land Mngmt Solution (LMS)	4,500	0	0	0	0	4,500
Service Enhancements Total	4,500	0	0	0	0	4,500
Planning & Development Total	4,500	0	40	360	0	4,900
Building Services						
Service Enhancements						
910384 BCS Fleet Purchases	0	0	240	0	0	240
Service Enhancements Total	0	0	240	0	0	240
Building Services Total	0	0	240	0	0	240
Grand Total	4,500	0	10,580	1,460	3,600	20,140